

RE-ORGANIZATIONAL MEETING OF THE BIG STONE COUNTY BOARD
January 5, 2021

Commissioners Wade Athey, Jeff Klages and Brent Olson were sworn in by County Auditor-Treasurer Michelle Knutson in the courtroom.

The Big Stone County Board of Commissioners met in the courtroom at 8:30 AM on Tuesday, January 5, 2021. Chairman Athey called the meeting to order with Commissioners Backer, Klages, Olson and Sandberg present. Also present were Dillon Dwyer of the Ortonville Independent, Vince Robinson, HR Director Dawn Gregoire, IT Director Matt Anderson, CVSO Ward Odom, Coordinator Pam Rud and Auditor-Treasurer Michelle Knutson. The Pledge of Allegiance followed.

Chairman Athey welcomed new commissioner, Jeff Klages. County Attorney Joe Glasrud arrived at the meeting.

Upon call for nominations for Board Chairman, Commissioner Backer was nominated. Following 2 calls for further nominations, motion by Olson, seconded by Klages and carried to cast a unanimous ballot for Commissioner Backer for Chairman. Outgoing Chairman Athey turned the meeting over to newly-elected Chairman Backer.

Chairman Backer called for nominations for Vice Chairman. Commissioner Klages was nominated. Following 2 calls for further nominations, motion by Sandberg, seconded by Olson and carried to cast a unanimous ballot for Commissioner Klages for Vice Chairman.

Motion by Olson, seconded by Sandberg and carried to approve the minutes of the December 15th regular meeting.

Motion by Athey, seconded by Olson and carried to approve the agenda with noted addition of adopting a PERA resolution for part-time Deputy Sheriff Goergen.

The bids received from the Ortonville Independent and the Northern Star for publishing those notices as legally required were reviewed. Motion by Athey, seconded by Klages and carried to accept the bid and surety bond of the Ortonville Independent as the official newspaper of the County for 2021. The Northern Star will publish second notices as required by law.

Motion by Olson, seconded by Sandberg and carried to designate the County's website for the publication of transportation projects as allowed by MS §331A.12.

Motion by Olson, seconded by Sandberg and carried to establish the following committee appointments:

Commissioner List

AMC Voting Delegates	All Commissioners
AMC Environment & Natural Resources Policy Committee	Commissioner Athey
AMC General Government Policy Committee	Commissioner Olson
AMC Health & Human Services Policy Committee	Commissioner Backer
AMC Public Safety Policy Committee	Commissioner Klages
AMC Transportation & Infrastructure Policy Committee	Commissioner Sandberg
Appeals Committee (relating to the Ag Inspector).....	Commissioners Athey & Olson Backer the alternate
AIS	Commissioner Sandberg
Audit	Commissioner Sandberg
Big Stone Area Growth	Commissioners Klages & Backer
Bois de Sioux Watershed District	Commissioner Backer
Central MN Emergency Services Board (ESB)	Commissioner Klages

Communications	Sandberg the alternate Commissioner Olson
Counties Providing Technology (CPT)	Sandberg the alternate Commissioner Backer Olson the alternate
Countryside Public Health	Commissioner Olson Sandberg the alternate
Ditches & Roads	All Commissioners
Joint Ditch 7/24 Authority	Commissioners Olson, Sandberg & Klages
Joint Ditch 4 Authority	Commissioners Backer, Athey & Olson
Joint Ditch 10/11 Authority	Commissioners Sandberg, Athey & Olson
Environmental Committee	Commissioners Sandberg & Olson
Extension Committee	Commissioners Backer & Athey
Fair Board	Commissioner Athey
Food Shelf	Commissioner Sandberg
Historical Society	Commissioner Sandberg
HRA	Commissioner Athey
Investment Committee	Commissioner Sandberg
IT Committee	Commissioner Olson Backer the alternate
Law Library Committee	Commissioner Athey
Land Records Committee	Commissioner Sandberg
Legislative Committee	All Commissioners
Local Collaborative	Commissioner Sandberg
Main Street Industries Board	Commissioner Sandberg
MCIT	Chair Vice Chair the alternate
MRCC	Commissioner Athey Other Commissioners the alternates
Personnel & Labor Relations Committee	Chair & Vice Chair
Pioneerland Library Board	Commissioner Olson
Planning & Zoning	Commissioners Athey & Olson
Pomme de Terre River Association	Commissioner Klages
Prairie Country RC&D Council	Commissioner Backer Sandberg the alternate
Prairie Five Community Action Council	Commissioner Athey
PrimeWest Health Systems	Commissioner Olson Sandberg the alternate
Private Industry Council Chief Elected Officials Board	Commissioner Backer Olson the alternate
Probation Joint Powers Board	Commissioner Backer Klages the alternate
Public Safety Committee	Commissioners Klages & Sandberg
Purchasing & Property Management	Commissioners Klages & Sandberg
Red River Basin Commission	Commissioner Backer
Regional Development Commission (RDC)	Commissioner Backer Klages the alternate
RDC Revolving Loan Fund (RLF) Advisory Board	Commissioner Klages
Safety Committee	Commissioners Klages & Sandberg
Security Committee	Commissioners Klages & Sandberg
Soil & Water Conservation District	Commissioner Athey

Southwest MN EMS..... Olson the alternate
 Commissioner Backer
 Klages the alternate
 Southwest Mental Health Consortium..... Commissioner Olson
 Supporting Hands Nurse Family Partnership Commissioner Olson
 Sandberg the alternate
 Toqua Park Committee Commissioners Athey & Backer
 Upper MN River Watershed District..... Commissioner Athey
 Klages the alternate
 WACCO..... Commissioner Athey
 Sandberg the alternate
 Western Probation Services..... Commissioner Backer
 Klages the alternate
 Woodland Centers Commissioner Backer
 911 Advisory Board Commissioner Klages

Other Committee Members

AMC Voting Delegates..... Auditor, Family Services Director & HR Director
 AIS..... Environmental Technician
 4-H Program Coordinator
 UMRWD Administrator
 MN DNR Area Fisheries Supervisor
 2 Citizens at Large
 Rep from SD Side of Big Stone Lake
 Appeals Committee (relating to the Ag Inspector)..... Cara Greger
 Audit Committee Auditor, HR Director,
 Sharron Bystol, Verden Gerber, Sandy Helgeson & Kristin Taffe
 Bois de Sioux Watershed District..... Engineer
 Central MN ESB Committees:
 RAC Sheriff
 Kandiyohi County the alternate
 EMAC..... Emergency Management Director (EMD)
 Deputy EMD the alternate
 Owners & Operators..... Sheriff
 Kandiyohi County the alternate
 Users Sheriff, Deputy John Maatz, Kandiyohi County Rep
 NG911..... Sheriff
 alternate - vacant
 Logger Sheriff
 Chief Deputy the alternate
 Countryside Public Health Lay Board Member..... Joe Berning
 Environmental Committee..... Environmental Director
 Extension Committee Lay members as appointed
 Investment Committee..... Treasurer, Family Services Director & Engineer
 Law Library Committee County Attorney
 Land Records Committee..... IT Director, Treasurer, Environmental Director,
 Recorder, Assessor, Engineer & Sheriff
 Leadership Team Coordinator, Auditor, Environmental Director, HR Director, IT Director
 Personnel & Labor Relations Committee Coordinator & HR Director
 Planning & Zoning Lay members as appointed
 Prairie Waters Regional Tourism Vicki Oakes

Private Industry Council Workforce Council.....Hillary Henrich
Safety Committee..... Safety Director, Engineer, Sheriff
Security Committee Judge & Sheriff
Woodland Centers Family Services Director Pam Rud
911 Advisory BoardSheriff, Chief Deputy Sheriff, EMD & Auditor

Commissioners reported on the following committees:

Olson – PrimeWest-DHS; Pioneerland; Countryside

Sandberg – Food Shelf; HRA

Athey – Personnel; COVID; HRA

Backer – Personnel; BdSWD; CPT; Woodland; COVID; CEOB; RDC

Auditor-Treasurer Knutson presented investment information and fund balances for 2019 and 2020 that were prepared by outgoing Treasurer Cindy Nelson for the Board’s review.

Auditor-Treasurer Knutson reviewed the 2020 ditch loan activity with the Board. Motion by Olson, seconded by Athey and carried to authorize the following internal transactions effective 12/31/20:

Ditch to General		\$62,118.00
CD 8	\$12,060.00	
CD 13	\$ 2,320.00	
CD 20	\$ 20.00	
CD 30	\$ 5,720.00	
JD 4	\$33,392.50	
JD 24	\$ 8,605.50	
General to Ditch		\$23,100.00
CD 13	\$ 5,600.00	
CD 21	\$17,500.00	

Motion by Sandberg, seconded by Olson and carried to authorize the following internal transactions effective 12/31/20:

General to Highway		\$ 68.69
Ditch to Highway		\$ 947.24
CD 2	\$ 113.56	
JD 4	\$ 123.48	
CD 16	\$ 468.06	
CD 21	\$ 94.79	
CD 30	\$ 147.35	

Motion by Athey, seconded by Olson and carried to adopt the following resolution to designate depositories and authorize Auditor-Treasurer Knutson to make investments:

2021-01

WHEREAS, M.S. §118A.02, subd. 1(a) states “The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.”; and

WHEREAS, M.S. §118A.02, subd. 1(b)(2) allows the County board to authorize the Auditor-Treasurer to make investments of funds under M.S. §118A.01 to 118A.06 or other applicable law.

THEREFORE, BE IT RESOLVED, that the Big Stone County Board of Commissioners designates as depositories the following financial institutions and designates the following as brokers and authorized investment holders:

- Minnwest Bank of Ortonville
- CenBank of Ortonville
- Frandsen Bank & Trust of Clinton
- First Independent Bank of Beardsley
- Star Bank of Graceville
- MAGIC Fund, managed by PFM Asset Management
- TD Ameritrade

BE IT FURTHER RESOLVED, that the County Board of Commissioners authorizes the Auditor-Treasurer to make investments of funds under M.S. §118A.01 to 118A.06 or other applicable law at any one or more of the above.

BE IT FURTHER RESOLVED, the County Auditor-Treasurer is hereby authorized to act and serve as county agent on any County accounts set up or active at any of the above financial institutions, brokers, or investment holders.

BE IT FURTHER RESOLVED, the above designations and authority conferred shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the financial institution, broker, or investment holder at each location where an account is maintained and the financial institution, broker, or investment holder shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution.

Motion by Sandberg, seconded by Klages and carried to adopt the following resolution:

2021-02

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic funds transfers as a means of making various payments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and
- e. For payment of bond principal, bond interest and fiscal agent service charge from the debt redemption fund; and

WHEREAS, the County Board shall annually delegate the authority to make electronic funds transfers.

THEREFORE, BE IT RESOLVED, that the Big Stone County Board delegates County Auditor-Treasurer Michelle Knutson the authority to make electronic fund transfers.

Motion by Olson, seconded by Sandberg and carried to authorize payment of the following claims as presented by Auditor-Treasurer Knutson:

Association of MN Counties	\$ 12,836.00
Big Stone Area Growth	19,500.00
Big Stone Co Ag Society	24,000.00
Big Stone Co Historical Society	25,000.00

Big Stone SWCD	22,500.00
Bonanza Education Center	5,000.00
City of Browns Valley	2,500.00
City of Graceville	11,500.00
City of Ortonville	10,000.00
Countryside Public Health	36,259.00
MCIT	132,383.00
MnCCC	8,848.00
Pioneerland Library System	19,577.00
14 Payments Less Than \$2,000	<u>6,594.95</u>
Total	\$336,497.95

Motion by Olson, seconded by Klages and carried to approve the 2021 aggregate gravel tax budget with revenues estimated to be \$120,000.

Motion by Olson, seconded by Klages and carried to adopt the following resolution:

2021-03

BE IT RESOLVED, that the 2021 County Ditch Assessments be established as follows:

<u>Ditch</u> <u>Number</u>	<u>Assessment</u>
2	\$ 20,000
8	\$ 20,000
13	\$ 25,000
14	\$ 500
15	\$ 500
16	\$ 1,000
17	\$ 500
18	\$ 500
19	\$ 1,000
20	\$ 6,000
21	\$ 22,000
30	\$ 10,000

Motion by Athey, seconded by Sandberg and carried to adopt the following resolutions:

2021-04

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby instructed to hire such miscellaneous and semi-skilled labor and such machinery and equipment as may from time to time be required at the prevailing rates in the community.

2021-05

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to purchase gravel material from various pits at the prevailing rates for graveling and re-graveling the Big Stone County roads.

2021-06

WHEREAS the Big Stone County Board of Commissioners recognizes the need to be helpful to cities and townships during an emergency situation or natural disaster.

THEREFORE BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to pay by regular payroll and equipment rental rates up to the amount of \$10,000 for approved labor and equipment assisting cities and townships off of the regular County Road System.

2021-07

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized and instructed to impose weight and load restrictions as he deems necessary on any or all County Roads and County State Aid Highways pursuant to Chapter 500, Article 4, Section 1, Subdivision 3 of Laws of 1959.

2021-08

BE IT RESOLVED by the Big Stone County Board of Commissioners that the County Highway Engineer is hereby authorized to spray weeds and objectionable vegetation in all of the County Ditch Systems without further approval of the County Board of Commissioners so long as expenditures do not exceed \$5,000 for any single County Ditch. This resolution excludes Joint Ditches.

Motion by Olson, seconded by Athey and carried to appoint Bill Thyne to the HRA Board to finish out Rondi Lillehaug's term expiring in 2024. This allows Commissioner Athey to return to his position as the Board's liaison to the HRA Board.

CVSO Odom reported on the veteran coins purchased to recognize the County's veterans. He also encouraged Board members to give the ones he shared with them to any veteran they may speak with and he will replace it.

CVSO Odom provided a review of 2020 office activity. Odom also provided an overview of the number of files that are in the VSO office and requested authorization to hire Main Street Industries along with part-time help to begin scanning all of them. The cost of the project could be paid for with the state grant funds the office receives. Motion by Olson, seconded by Klages and carried to authorize hiring a part-time employee for the scanning project.

Motion by Sandberg and seconded by Athey to authorize Coordinator Rud to execute a contract with Main Street Industries for their assistance with county-wide scanning as needed. Following discussion, motion carried.

Highway Technician Derrick Loeschke presented a request from Bituminous Paving for the purchase of .08 acres of wetland credits. Board consensus was to proceed with the sale of credits in this case. Environmental Director Darren Wilke arrived during the discussion.

Motion by Olson and seconded by Sandberg to approve the County's membership in the Transportation Alliance for 2021 as presented by Highway Maintenance Supervisor Darby Karsky. Following discussion, motion failed with Commissioners Athey, Backer and Klages voting Nay.

Coordinator Rud reported that the County was awarded a certificate from MCIT for Excellence of an Outstanding Loss Ratio Under 50% in Property and Casualty for 2015-2019.

Coordinator Rud stated that she would be reporting monthly on Leadership Team activities.

Discussion was held on the transferring of clerking the Board to the Coordinator. Consensus of the Board was for the Auditor-Treasurer Knutson to continue clerking at this time.

Motion by Athey, seconded by Olson and carried to adopt the following resolution:

2021-09

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the County Commissioners of Big Stone County hereby declares that the position of Deputy Sheriff, currently held by Alex Goergen, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest; and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

The Business Relief Program was the topic of the work session. Vince Robinson, representing BSAG, was asked to provide information on the program. Robinson reported that the County will be receiving \$256,250, with \$6,250 allowed as the maximum administrative fee. The Board will need to decide who will be administering the program, set the priorities and who will be the decision-making authority. Following discussion, motion by Olson, seconded by Sandberg and carried to accept the funds from the State. In addition, motion by Olson, seconded by Klages and carried to authorize BSAG to administer the funds.

Ditch Inspector Darby Karsky provided an update on County Ditch 5 and the Highway 12 project. Warren Wiese was also present for the discussion. Karsky reported that the State will be installing new culverts on the north side of the highway and that the County Ditch 5 tile will be left alone. The Highway Department will do an exploratory dig to see where the 2 inlets connected to the tile go. They will also be petitioning to the State to clean the road ditch on the north side. This area is included in Phase 3 of the Highway 12 project and is estimated to begin the end of July or early August. Karsky stated that there is about 20 inches of drop and they will taper the cleaning the whole distance and that this should get rid of the surface water. Karsky will get a quote in the spring on the road ditch cleaning and bring it to a future meeting.

Chairman Backer adjourned the meeting at 9:56 AM.

Jay Backer, Chairman

ATTEST: _____
Michelle R. Knutson, Auditor